

COMMISSION ON TECHNOLOGY

Friday, September 14, 2012

10:00 AM - 11:45 AM

ARIZONA SUPREME COURT
Administrative Office of the Courts
1501 W. Washington
Phoenix, AZ 85007

CONFERENCE ROOM 106

MEMBERS PRESENT

Kent Batty
Randolph Bartlett*
Bennett Evan Cooper
Travis Cutright
Scott Bales, *Chair*
Michael Jeanes (*Rich McHattie, proxy*)
Dennis Kavanaugh*
Gary Krcmarik
Sheri Newman*
John Rezzo
Delcy Scull*
Roxanne Song Ong
Lawrence Winthrop (*Diane Johnsen, proxy*)
Garye Vasquez*

GUESTS

Steve Ballance, *Maricopa Superior Court*
John Barrett, *CACC/TAC*
Jennifer Gilbertson, *TAC*
Co Horgan, *TAC*
Donald Jacobson, *CACC*
Rona Newton, *PACC/CACC*
Michael Pollard, *CACC*

MEMBERS ABSENT

Michael Baumstark

AOC STAFF

Stewart Bruner, *ITD*
Melissa Hinojosa, *ITD*
Karl Heckart, *ITD/TAC*
Pamela Peet, *ITD*

WELCOME AND OPENING REMARKS

Hon. Scott Bales, Chair

Vice Chief Justice Scott Bales, Chair, called the Commission on Technology (COT) meeting to order just after 10:00 a.m. He welcomed members and guests then called the roll of members at the table and on the phone. Staff confirmed that a quorum existed.

Justice Bales updated members on several e-filing-related rules changes approved in the August 28 and 29 Supreme Court rules agenda. Various provisions were revised to align the rules with e-filing and changes in direct filing practices. The changes proposed for increased access to probate records under Rule 123 were not adopted at this time.

The chair then called members' attention to the minutes from the June 1, 2012 annual meeting, the August 2, 2012 special meeting, and the August 2, 2012 executive session.

MOTION

A motion was made and seconded to approve the minutes of the June 1, 2012 Commission on Technology annual meeting. The motion passed unanimously.

TECH 12-21**MOTION**

A motion was made and seconded to approve the minutes of the August 2, 2012 Commission on Technology special meeting. The motion passed unanimously.

TECH 12-22

Staff distributed printed copies of the executive session minutes for review only to those who had been present at the executive session.

MOTION

A motion was made and seconded to approve the minutes of the August 2, 2012 Commission on Technology executive session. The motion passed unanimously.

TECH 12-23**IT STRATEGIC PROJECTS UPDATE**

Mr. Karl Heckart

Justice Bales introduced Karl Heckart, Chief Information Officer (CIO) for the Administrative Office of the Courts (AOC), to describe the progress on the three projects discussed in the executive session of the August 2 meeting. Karl first described the technology infrastructure already in place to support the e-filing, e-access, and bench automation initiatives.

He informed members of the key features of the selected product for electronic filing, AmCad's eUniversa, and described various implications of the June 1, 2013 changeover for filers. Courts will benefit from cleaner validated data, increased financial reconciliation capabilities, and enhanced reliability due to the product's being installed at the AOC. The cost model has changed from revenue sharing to a software purchase/ license arrangement. In response to a request that the six dollar convenience fee be rescinded as a result of the change in model, Karl reminded members that the costs of implementation and operation still must be recovered, but that the system is flexible enough to accommodate any future pricing change. The State Bar requested

that a client matter number be captured in the new system for use by attorneys in billing. In response to a question, Karl acknowledged that various communication vehicles and training opportunities will be put in place as the cutover approaches, but the current focus is communicating with courts.

Karl also announced that AmCad has also been selected to provide a “PACER-like” access mechanism for case-related data and documents that is based on their land records solution operating in clerks’ offices throughout the country. That project will operate on a revenue sharing model since development costs exist for necessary enhancements and the demand is impossible to accurately estimate. The system will provide free access to government entities and replace the current subscription system for commercial entities. Karl acknowledged that the system could accommodate the State Bar’s desire for attorneys to be allowed fee-based access to documents in other than their own cases. He also stated that the system will eventually deliver certified documents and may eventually even encompass automated redaction. A group will examine the policy and rule changes necessary to support remote access to documents. The timeline for their activities needs to support the June 2013 e-filing changeover.

Karl provided more details about the aiSmartBench judge automation tool and showed some screens from the product, which is being expanded in Florida from Manatee County to statewide use. Its cost warrants pilot implementations using specific judges, first in Pima Superior Court, then the appellate courts, and possibly in a rural superior court, before making any statewide commitment. Technologists also how the tool’s advertised “limitless flexibility” for judges may strain the courts’ infrastructure.

JUDICIAL BRANCH IT STRATEGIC PLAN FY13 – FY15

Mr. Stewart Bruner

Stewart Bruner, Strategic Planning Manager for the AOC Information Technology Division, reviewed the development process of the latest three-year branchwide information technology strategic plan. He described in general terms the changes from the previous plan, including re-alignment of the priority categories and projects from the annual meeting. He recommended the same development process and timeline be followed for next year’s plan. Stewart also reminded members of COT’s previous decision to change the frequency of IT plan submittals for rural counties to every other year. That means Cochise, Graham, Greenlee, La Paz, Mohave, Navajo, and Yuma will be required to submit plans next year. Stewart reaffirmed the offer from last year to provide development assistance to rural courts that are too understaffed to complete the necessary plan development tasks.

Since posting the draft for review on August 29th, Stewart has received no substantive comments from members. Non-substantive comments can still be addressed before the submittal is due to ASET (formerly GITA) and JLBC by the end of the month. In response to a request from the chair, members did not suggest any further changes to the plan before submittal.

MOTION

A motion was made and seconded to approve the Information Technology Strategic Plan for FY2013-FY2015, as presented. The motion passed unanimously.

TECH 12-24

CHANGES TO TECHNICAL STANDARDS

Mr. Stewart Bruner

Staff Member Stewart Bruner provided a detailed background for the proposed Arizona Code of Judicial Administration (AJCA) code section related to storage of digitized documents. He described a change in strategy from continuing to refine the details in the document to instead identifying general policies for the digital document lifecycle, from creation through destruction. Stewart contrasted the legacy paper lifecycle to the digital document lifecycle and stated that the policies governing the paper lifecycle appear not to have exact analogs to the digital document lifecycle. As such, larger access and retention policy decisions need to be made before details can be provided to courts. Decisions regarding who requires access to which electronic records for how long have cost implications far beyond the hardware and software used to implement them. After the policies are decided, appropriate automated solutions can be put in place. The proposed code section highlighted the need for a larger policy discussion. Stewart will be refocusing efforts on the larger policy issues mentioned with a goal of supporting a fee-based access program to certain documents by mid-2013 as mentioned previously by Karl.

Stewart informed members that ACJA §1-602 contains a provision that COT review the audio recording standards and best practices periodically. AOC Court Services Division is collaborating on suggested changes with input from recording specialists in Maricopa Superior Court and the Office of the Presiding Disciplinary Judge. Stewart offered to collect any suggestions and changes from COT members. The chair recommended also consulting a large-volume, limited jurisdiction court.

CALL TO THE PUBLIC

Hon. Scott Bales

After hearing no further discussion from members or the public, the chair proposed to change the date of the next meeting from November 2 to November 9, due to a scheduling conflict. He entertained a motion to adjourn at 11:25 a.m.

Upcoming Meetings:

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| November 09, 2012 | AOC – Conference Room 119 A/B |
| February TBD, 2013 | AOC – Conference Room TBD |

MEETING ADJOURNED

11:25 AM